



#355-16, July 23, 2026

This letter confirms that Bohdana Bihdan completed an internship at our publication from 12 October 12, 2025 to July,12 2026. A description of her duties and her evaluation can be found below.

Characteristic

Bohdana approached her internship with professionalism, a creative mindset and a strong sense of responsibility. She demonstrated excellent organisational skills, a sharp eye for visual detail, and the ability to work effectively as part of an editorial team under tight deadlines.

Her contribution went well beyond what is typically expected of a weekend intern. She was trusted with selecting illustrations and visual material for published articles, and quickly developed a confident sense of editorial taste, choosing imagery that complemented the tone and content of each piece.

On location, she carried out photo reportage at events covered by the publication, returning with edited and captioned photo sets that were ready for use with minimal further input. She also played a reliable part in the organisational side of the editorial team. She supported the preparation and running of meetings and presentations, contributing agendas, briefing materials and presentation decks, and took initiative in following up on decisions and action points between sessions.

She was consistently punctual and professional in her work, and her contributions were always delivered on time and to a high standard. Bohdana was a pleasure to work with: she integrated well into the team and skilfully presented her ideas in a clear and understandable way. She has made a significant contribution to The London Weekly, and we are pleased to confirm that she completed her internship to a high standard. To verify the above, please contact the undersigned directly using the details below.

Scope of work

During the placement, Bohdana Bihdan contributed to the following:

Selecting illustrations, photographs and graphics to accompany published articles
Verifying image rights, licensing and accurate photo credits
Cropping, resizing and preparing selected images for publication
Producing original photo reportage and capturing key moments for editorial coverage
Selecting, editing and captioning photo sets following each shoot
Supporting the Creative Director with the development of visual and editorial concepts
Delivering finished photo packages with metadata and credit information
Preparing agendas, briefing notes and slide decks for editorial meetings and presentations
Setting up meeting rooms, presentation equipment and shared materials
Taking minutes and recording action points during editorial sessions.

Editor-in-Chief

A handwritten signature in blue ink that reads "Nick Brown". The signature is written in a cursive, flowing style.

Nick Brown